



INSTRUCTION SHEET FOR THE VISITORS OF JSC «SEA PORT OF SAINT-PETERSBURG»

This Instruction Sheet is a must-know document for all the people visiting the port's territory regardless of the purpose or duration of their visit.

The Sea Port is a high-risk facility. The port's territory includes roads and railways, operational and customs control zones. It's the place of operation of hoisting mechanisms, automobiles and support service vehicles.



ATTENTION!!!
CCTV monitoring



ATTENTION
Admission by permits



Entry and exit to/from the port's territory either by foot or in a vehicle require presentation of a permit. Access control, video surveillance system and special security measures implemented in the port serve security purposes.

In order to ensure personal safety and safety of operations in the port, the port's visitors should obey the following rules:

SAFETY RULES DURING VISIT TO THE PORT

- To wear the permit of due form on a visible place;
- To carry passport;
- To obey the traffic rules, to give priority to port's service vehicles;
- To follow orders and instructions of port workers and authorized persons;
- To be extremely cautious on operational sites;
- To wear safety helmets at the areas of operational terminals;
- To comply with the requirements of safety signs.



**ВОЗМОЖНО
ПАДЕНИЕ
ГРУЗА**

FALLING CARGO HAZARD



**НАДЕНЬ
ЗАЩИТНУЮ
КАСКУ**

WEAR SAFETY HELMET



WATCH OUT!

IN THE PORT'S TERRITORY IT IS STRICTLY FORBIDDEN:

- To make fire, to smoke, including electronic cigarettes, except in designated smoking areas;
- To take photos and videos without permitting documents;
- To be under the influence of alcohol or drugs;
- To carry forbidden objects and substances without special permission;
- To perform activities impeding operational process;
- To be directly in places of loading/discharge operations and in the zones of service vehicles movement;
- To pass between two closely standing railcars and along railway tracks outside specially equipped crossings, get under railcars and go over railcars couplings, to cross tracks and roads in front of approaching trains or vehicles;
- To walk around the port's territory unaccompanied by a port worker;
- To park vehicles outside specially designated areas;
- To drive in the operational area and customs control zone;
- To bring out material values and other objects and things without special permission.



EMERGENCY RESPONSE ACTIVITIES

- If it is necessary to administer first aid to the injured, immediately inform the accompanying person and the port's controller of the accident;
- Take necessary measures to preserve the accident scene, if it does not threaten life and health of people.

First aid to the injured is administered in several consecutive steps:

- Assessment of the situation and immediate removal of the damaging factor (electrical current, temperature, radiation, mechanical impact).
 - Removal of the injured from the dangerous zone to the place where further aid will be administered;
 - Identification of damage cause and nature, vital signs;
 - First aid activities determined by the nature of injury and condition of the injured;
 - Call to the ambulance, delivery of the injured to the hospital. If the injured is in critical condition, ambulance should be called for immediately.
- Emergency alarm of hazards is broadcasted via voice alert system «Attention all!» (warning siren goes on for 2-3 minutes). In one minute after the siren there comes voice information (broadcasted 2-3 times with interruptions up to 1 minute).
- Act according to the instructions of the accompanying person taking into account the broadcasted verbal information.

EMERGENCY SIGNALS

EMERGENCY CRANE STOP



**ABRUPT ARM MOVEMENT TO THE RIGHT AND TO THE LEFT
AT WAIST HEIGHT,
PALM TURNED DOWNWARDS**

EMERGENCY TRAIN STOP



**ARM CIRCLING
(OR SOME OBJECT)**

ALARM OF HAZARDS



**ALARM 2-3 MIN (SIREN)
BROADCASTED IN
EMERGENCY SITUATION
(WITH FURTHER VOICE INFO
ABOUT NECESSARY ACTIONS)**

CONTACTS

Controller - 714-94-81
Access control office - 714-99-35
Security - 714-97-53
Labour safety department - 714-99-27 (ext.86-82)
Feldsher's station 1 port area - 714-99-27 (ext.91-29)
Feldsher's station 2 port area - 714-99-27 (ext.98-71)
Emergency services - 112

JSC «Sea port of Saint-Petersburg»
Russia, 198035
Saint-Petersburg
5, Mezhevoy kanal
+7 (812) 714-99-27
info@seaport.spb.ru
www.seaport.spb.ru